WIDE AREA WORKFLOW RECEIPTS & ACCEPTANCE

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WAWF-RA

Electronic Invoicing and Receipt System

Wide Area Workflow

Contract

Invoice

DD250

- Pay Vendors on time
- Eliminate lost documents
- Reduce Interest Penalties
- Increase earned

Wide Area WorkFlow Process

Step 1: Contractor

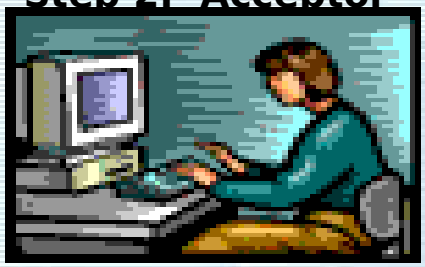
Payment to Contractor

Invoice To DFAS
(Return to Ktr
if Incorrect)

DD250/Invoice
To Acceptor

(Return to
Ktr if
incorrect)

Step 2: Acceptor



DD250 To
Contracting
Officer, if Required

(Documents flow both directions;
Erroneous documents returned)

DD250 to DFAS

Step 3: DFAS

DFAS Match DD250
+ Invoice + Contract
& PAY IT

Step 2.5: Contracting

(Contract to DFAS
Through EDA)

WAWF Key Players

- WAWF Program Mgt Office is DISA
- Development Contractor is CACI
- Testing Contractor is SAIC
- Air Force Financial Management System Office (FMPT) is Air Force Functional OPR
- HQ AFMC/FM is “lead organization” for implementation
- HQ AFMC/PK is PARTNERED with FM for implementation

Deployment of WAWF

- Deploying DoD-wide; AF on Leading Edge
- Document routing is complicated issue for AFMC
  - Centralized acceptance with de-centralized receiving
- AETC is fully operational
- PACAF at 50% (many foreign vendors)

Implementation Status

- Implemented at Lackland AFB, first
  - AETC “rolled” Lackland into their implementation
- Started with OPERATIONAL contracting
  - Identifying issues as we go
- AFMC Initial Operational Capability (IOC) planned for June 2004

Training on WAWF

- On-Line Training available
- DCMA is holding “regional vendor training”
- Air Force School House – Gunter AFB
- FM Trains:
  - Resource Advisors
  - Govt Acceptors & Inspectors
  - Govt Contracting Personnel
- PK Trains:
  - Vendors

Roles & Responsibilities

- Government
  - Train all users – Vendors, and Government
  - Accept & Receive Goods & Svcs
  - DFAS processes payments once all documents received
- Vendor
  - Submit Invoices & Receiving Reports electronically
  - Track progress electronically
  - Process corrections “real time”

Benefits - DoD

- Electronic recording of inspection and acceptance of goods and services
- Global accessibility of documents
- Improved data accuracy
- Transactions processed electronically into entitlement systems – Reduced re-keying
- Reduction in unmatched disbursements
- Real-time processing
- Secure transactions with audit capability

Cost Savings To DoD

- AETC realizing 45% savings on Interest Payments
- Maxwell AFB BOS Saving $9,000/mo
- DCMA moved from $314,000 to $54 interest for the SAME number of transactions
- $17/transaction charge from DFAS vs $5/transaction with WAWF

Benefits to Vendors

- Electronic submission of invoices
- Faster payments – Reduction of lost or misplaced documents
- Total visibility of document status
- Cost/time of sending same documents through U.S. mail
- Secure transactions with audit capability
- Transactions processed electronically into entitlement systems – Reduced re-keying and improved data accuracy

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Vendor Considerations for Data Submission

- Web Interface
  - Small Number of Transactions
  - Few Line Items per Transaction
- FTP or EDI
  - Large number of Transactions
  - Many Line Items per Transaction

Information Sources

- Wide Area Workflow Web Sites
  - Production: https://wawf.eb.mil/
    - (Click “About WAWF-RA” for CBT Module)
  - Training: https://wawftraining.eb.mil
    - (Training Site MIRRORS Production Site!)
- Questions & Answers: http://contracting.hill.af.mil/newcontracting/wawf_qanda.htm
- DFAS Electronic Commerce:
  - http://www.dfas.mil/ecedi

REMEMBER…

- Before a vendor can submit any documents, the TRIAD must be on-line:
  - Vendor
  - Gov’t Inspector and/or Acceptor
  - Gov’t Payment Official

Submitted documents will not be processed unless WAWF-RA is approved for use on that contract by the appropriate Contracting Officer